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DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee
Security Awareness Subcommittee

Date: 2/25/83

TO: Members and Observers
Security Awareness Subcommittee (SASC)

FROM: *JL* Joseph L. Tierney
Chairman

SUBJECT: Workshops, 1/17/83 and 3/14/83

Enclosed are the following:

1. Minutes of 1/17/83 Workshop
2. Copy of 2/9/83 letter re FY '85
SASC Budget
3. Draft of SASC "Charter"

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The next meeting will be a workshop at the FBI Academy on Monday, 3/14/83. It is located a little less than an hour's drive south of Washington (driving time from downtown).

No agenda has been prepared as yet. Suggestions may be communicated to me or to . We will mail out an agenda and map by Monday, 3/7/83.

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Joe Grau advises me he has accepted a job with DISI in Richmond. He reports on 3/14/83 and will therefore attend no more SASC meetings as the Army representative. His successor has not been chosen by the Army as yet. Our loss is DISI's gain.

The Navy address for unclassified mail may be given as (OP-009P21), Office of the Chief of Naval Operations, Washington, D.C. 20530. The address in the directory which also includes "VIA: Room 5B663" should still be used for sensitive documents.

Enclosures (3)

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Memorandum to Security Awareness Subcommittee (SASC)
From Joseph L. Tierney, Chairman
Re: Workshops, 1/17/83 and 3/14/83

Copies distributed to:

1 - [redacted] **SECOM**
1 - 1st Lt. Karen R. Diggs, Air Force
2 - Mr. Joseph A. Grau, Army
1 - [redacted] **CIA**
2 - [redacted] **DIA**
2 - Mr. John Miller, DISI
1 - Mr. Stephen Slaughter, DOE
1 - Mr. Joseph L. Waggoner, FBI
2 - Mr. Judson J. Barnes, INR
2 - Ms. Marjorie L. Forrester, Justice
2 - Ms. Patricia E. Kiley, Navy
1 - [redacted] **NSA**
1 - Ms. Rita Metro, OSAF
1 - [redacted] **SECOM**
2 - Mr. Joseph G. Ambrogio, Treasury
1 - Mr. Raymond J. Yonkus, USSS

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**SECURITY COMMITTEE (SECOM)
SECURITY AWARENESS SUBCOMMITTEE (SASC)
WORKSHOP, 1/17/83**

MINUTES

Present

Chairman	Joseph L. Tierney
Air Force	Karen R. Diggs
Army	Joseph A. Grau
DISI	Nancy Barnes, John Miller
DOE	Stephen Slaughter
FBI	Joseph L. Waggoner
Navy	Patricia E. Kiley
NSA	
State	Judson J. Barnes
Treasury	Joseph G. Ambrogio
SECOM	

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Agenda Items

1. The objectives of the SASC were thoroughly discussed, as was the voluntary participation of all members and observers with its attendant flexibility and limitations. The points raised will be incorporated into a draft charter for the SASC which will be distributed to all participants by the next meeting. A consensus will be sought before the charter is submitted to the SECOM for approval and publication.

2. The production of videotapes was discussed by the DISI members and by a guest from NSA. Both DISI and NSA have current experience in dealing with DAVA. NSA reported on its progress in getting the computer security series done by DAVA. DISI reported on the strengths and limitations at DAVA encountered during the making of "Red Fox" which is a docu-drama not ready for release. The potential pitfalls encountered at DAVA were noted as not being peculiar and to be anticipated in dealing with any outside production facility.

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Enclosure #1

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**Re: Minutes of Security Awareness
Subcommittee (SASC) Workshop, 1/17/83**

3. The "Security Awareness Bulletin" produced by DISI was discussed. It is aimed at an audience of 11-12,000 DOD contractors and provides a tool for trainers, republication of SA materials, and lists of available SA materials. DISI will check to see all SASC participants are on the distribution list. Requests to be added are normally made through DISI Headquarters.

4. The recurring problem of leaks and the challenge of preventing them was discussed. The need for high-level support and the impediment of "background only" and "not for attribution" briefings were acknowledged. Leaks of policy and plans may occur in a different context and present different concerns from leaks of technical information. Although the DCI and the SECOM are most concerned about protecting sources and methods from leaks, the leaking of technical information is of great concern to participants. Both varieties of leaks can be attacked during SA programs. SA programs have the greatest potential effectiveness at the mid-management level where leaks are most preventable. Essential to that prevention is the acceptance of the principle that leaks do in fact damage the national security. A data base or source of realistic instances of damage incurred by leaks would assist those involved in SA programs in accomplishing this task of prevention.

5. Participants generally reported effective use in their agencies of the Briefing for Senior Executives.

6. Not reached during the Workshop were the review of the Catalogue of SA Materials, the SA Handbook Project, and review of the NSA Foreign Travel Film.

7. Participants generally agreed more was and could be accomplished during all-day workshops at less frequent intervals than at two-hour monthly meetings. The FBI representative will arrange to hold the next workshop at the FBI Academy, Quantico, Virginia, on the second or third Monday in March.

8. has accepted a new assignment and has left the SECOM Staff. His support was appreciated and he will be missed.

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Joseph L. Tierney
Chairman

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Security Awareness Subcommittee

Date: 2/9/83

TO:

 Chairman, Security Committee (SECOM)

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FROM:

 Joseph L. Tierney
 Chairman, Security Awareness
 Subcommittee (SASC)

SUBJECT:

 SECOM
 SASC
 FY '85 Budget

In response to your request for proposals on the FY '85 Budget in areas within the purview of the SASC, I have surveyed several members of the SASC. I would like to submit the following two items, in order of priority, for consideration:

1. Funds to contract for the writing of three or four scripts on topics of general interest in the Security Awareness and Education (SA/E) field. The anticipated cost is per 30-minute script with the SASC then to determine which scripts are best suited for production which we hope can be accomplished at a Government facility with reproduction for use throughout the Intelligence Community and Executive Branch. Total Amount:

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2. Funds to contract for the editing/compiling of existing SA/E materials available in the agencies represented of the SASC into a SA/E Handbook of general interest. This project would also result in the identification of gaps in existing materials, the writing of which would be funded in FY '86 if the results of this proposal justify further effort. Total Amount:

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I believe the first proposal above reflects an approach which will remedy the flaw in that attempted during FY '82 when we tried to fund entire projects from start to finish during a single year. As I have reported to the SECOM, I believe the latter approach to have been unrealistic when the SASC was not a going operation in the production of videotapes with a continuing flow of projects underway. This proposal would begin such a flow with production not limited to a specific year, and will provide several

Enclosure #2

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Memorandum to
from Joseph L. Tierney
Re: SECOM
SASC
FY '85 Budget

projects for SASC members to select from. A further advantage is the relatively limited loss, should a proposal prove unsatisfactory to SASC members.

There is less unanimity among SASC members surveyed on the second project. The utility of such a handbook is not questioned, nor is the availability of existing documents from which to draw materials. What is questioned is the need in some agencies for additional guidance when agency regulations suffice, given the resources allocated by the agency for implementation of SA/E. Given the importance attached to SA/E by the DCI and the SECOM, an effort to develop a Handbook of general application is worthwhile. The Handbook would be of immediate utility in some agencies, would identify gaps in existing guidance, and would be of permanent value to all agencies as SA/E is increasingly emphasized and additional agency resources are assigned.

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